



SUBCOMMITTEE ON COMMISSION APPOINTMENTS Meeting Minutes

Date/Time: Monday, January 29, 2018, at 3:30pm

Where: Community Center, Room 7/8

Attendees: Councilmembers Nuñez and Phan; Interim City Manager Dianne Thompson; Acting Assistant City Manager/Recreation & Community Services Director Renée Lorentzen; Planning & Neighborhood Services Director Brad Misner; and Recording Secretary Rachelle Currie

- I. **Call To Order.** Councilmember Nuñez called the meeting to order at 3:30 pm.
- II. **Flag Salute.** Councilmember Nuñez led the Pledge of Allegiance.
- III. **Roll Call.** Both Councilmembers are present with staff.
- IV. **Approval of Agenda.** Councilmember Phan motioned, seconded by Councilmember Nuñez, to approve the agenda.
- V. **Public Forum.** None
- VI. **Discussion**
 - 1) **City Commission Organization.** Acting Assistant City Manager Renee Lorentzen provided brief overview of the subcommittee. Councilmember Nunez inquired if there's a Commission Handbook and is it standard practice in other cities for a commissioner to stay on until a new commissioner is appointed or the incumbent is re-appointed. Questions and answers about Commissioner Handbook ensued Councilmembers and staff. Budget and attendance were briefly discussed.

Councilmembers Nuñez and Phan briefly went over each Commission and how they would like to rearrange, merge two commissions together, or delete an existing commission altogether. They would like a commission to review transportation that might be affected when BART opens.

Commission relating to Housing was brought up and asked staff to look into having a standalone commission or merge with another commission. Commissioner Phan suggested merging Youth and Senior Advisory Commissions and have 2 seat for veterans in that commission.

Recommendations:

 - a) Staff to bring back Commission Handbook
 - b) Staff to bring back term limits
 - 2) **Planning Commission.** Not discussed. Will be brought to the next meeting.
 - 3) **Commission Interview Questions.** The Councilmembers reviewed the draft list of questions. Change question #3 and question #7. Councilmember Phan asked to add educational or professional background as to how it would fit in their role as a commissioner.

Staff and Councilmembers briefly talked about outside agencies and future agenda list.
- VI. **Next Meeting.** Both Councilmembers agreed to schedule another meeting on Monday, February 5, 2018, at 9:30am
- VII. **Adjournment.** Councilmember Nuñez motioned, and seconded by Councilmember Phan to adjourn the meeting at 5:10 pm.